



May 15, 2013

Rorie Skei, Chief Deputy Executive Officer
Mountains Recreation and Conservation Authority
5810 Ramirez Canyon Road
Malibu, CA 90265

Subject: Grant Agreement No. 12-104

Dear Mr. Skei:

- ☒ Enclosed are five copies of the agreement referenced above.
- ☐ Enclosed are five copies of an amendment to the agreement referenced above.
- ☐ Regarding environmental, architectural, engineering, and surveying services contracts and as previously discussed orally, and in accord with California Government Code, Section 4626.5, you are hereby notified that yours was the top-ranked firm. The Conservancy proposes to enter into the enclosed contract with your firm.
- ☒ Please sign all of the enclosed copies. Return all copies to the Conservancy for further processing. When fully executed, an original will be sent to you. (Please make certain that all copies have original signatures.)
- ☒ A resolution meeting the specifications of the "**CONDITIONS PRECEDENT TO DISBURSEMENT**" section of the grant agreement should accompany the agreement when you return all copies to the Conservancy.
- ☒ A Vendor Data Record (Std. 204), which is enclosed, must be completed and returned. Payee's legal business name must match that of the agreement referenced above.
- ☐ A "Federal Sub-Awardee Questionnaire", which is enclosed, must be completed and returned to the Conservancy.

1330 Broadway, 13th Floor
Oakland, California 94612-2512
510-286-1015 Fax: 510-286-0470

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— Regarding contracts (not grants): Small-business-enterprise and disabled-veteran-business-enterprise contractors and subcontractors must send to the Conservancy certifications from the Department of General Services.

X In accordance with the agreement, a letter from the Executive Officer or Deputy Executive Officer naming the Executive Officer's designee for purposes of the agreement will be sent to you with a fully executed copy of the agreement.

Sincerely,


Erlinda Corpuz
Contracts Manager

EC:rr

Enclosures